

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 000001		3. EFFECTIVE DATE 04/15/2009		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY BPD		7. ADMINISTERED BY (If other than Item 6) BPD	
Bureau of the Public Debt Division of Procurement Avery 5F 200 Third Street Parkersburg WV 26101		Bureau of the Public Debt Division of Procurement Avery 5F 200 Third Street Parkersburg WV 26101			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x) 9A. AMENDMENT OF SOLICITATION NO. BPD-CDF-09-CI-0004			
		x 9B. DATED (SEE ITEM 11) 04/07/2009			
		10A. MODIFICATION OF CONTRACT/ORDER NO.			
		10B. DATED (SEE ITEM 13)			
CODE		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment is to answer the following vendor questions (see page 2).

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		KERI MOORE	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		Keri Moore (Signature of Contracting Officer)	4/15/09

Questions 1: We are looking at BDP-CDF-09-CI-0004 and have a question concerning HUBZone. We are HUBZone through GSA contract only. Does this qualify or could the procurement be modified for GSA.

**Answer 1: This requirement is a HUBZone set-aside. We are not permitted to set-aside against GSA Schedule. You must currently be certified as a HUBZone business by the SBA in order to be eligible for this solicitation.**

Question 2: Is there a page limit on the Technical Volume of the response?

**Answer 2: No**

Question 3: RFP Page 21 of 42, under the heading Past Performance, it is stated " The offeror shall provide at least three (3) Government contracts/ BPA's, .....". We are a new company and we have only one Government reference for scope of work similar to this requirement. Are we eligible to respond?

**Answer 3: Yes**

Question 4: Is there an incumbent contractor performing any part of the services? If so, what was the prior award date/amount?

**Answer 4: No**

Question 5: If there is an incumbent contractor is the contractor eligible to rebid?

**Answer 5: There is no incumbent.**

Question 6: Will experience in lieu of 2 years of college education with coursework in Business or Management, be considered for the Administrative Support Roles?

**Answer 6: Yes**

Question 7: Will experience in lieu of a bachelor's degree be considered for the paralegal position?

**Answer 7: No.**

Question 8: Regarding solicitation BPD-CDF-09-CI-0004, "Paralegal, Research Writer and Administrative Support" for the CDFI, could you please clarify addendum to 52.212-1, section b. "Key Personnel Qualifications and Expectations" (found on page 21).

Specifically, are you requiring resumes for each person within each labor category (found in Section C "Position Descriptions") that we intend to employ upon the awarding of this contract or are you willing to accept a definition of Key Personnel that focuses on personnel assigned a Supervisory and Quality Control role within the operation of the contract?

**Answer 8: Offerors must submit resumes for the individuals they intend to employ.**

Question 9: How are these services currently being performed? Under contract? In-house?

**Answer 9: They are not currently being performed.**

Question 10: If these requirements are currently being performed under a contract, who is the Contractor? What is the contract number?

**Answer 10: They are not currently being performed.**

Question 11: Is the incumbent a HUBZone firm (eligible to bid)?

**Answer 11: There is no incumbent.**